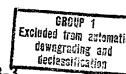


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As of 31 January 1970

NIS SURVEY PROGRESS REPORT #1

<u>Category/Product</u>	<u>Starting Date</u>	<u>Target Date for Completion</u>	<u>Action Responsibility</u>	<u>Status</u>
1. PRODUCTION PLANNING/SCHEDULING				
a. Development of FY 71 GS Schedule	22 Oct	Nov 69	Executive Secretary SubComm/Sched	30 countries selected and presented to NIS Committee for approval on 29 Oct. Members staffing out the Forecast and will report to Executive Secretary by 19 November 1969.
b. Develop the FY 71 NIS Production Schedule for supporting sections	22 Oct	Jan 70	Executive Secretary SubComm/Sched	DIA budget restrictions prevent any immediate action. Attempt will be made in December 1969 to develop Schedule.
c. Establish a revised NIS Coverage Plan for submission to USIB to replace present plan	15 Oct	FY 70	Executive Secretary SubComm/Sched, Ch/ED	General Survey part of the new Coverage Plan is being developed. However, DIA budget difficulties delaying other parts.
d. Initiate procedures for improving timely receipt of NIS contribution for General Surveys	17 Sep	FY 70	Chief, ED	Memo to all NIS Committee Members dated 17 Sep defining problems of Interagency Review of manuscripts and recommended solutions to existing problems.
e. Develop or plan for the review of parallel and/or duplicative publications	Open	Open		

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<u>Category/Product</u>	<u>Starting Date</u>	<u>Target Date for Completion</u>	<u>Action Responsibility</u>	<u>Status</u>
2. GENERAL SURVEY				
a. Refocus the General Surveys - to emphasize the overview function and reduce the perishable and transient contents	22 Oct	FY 70	Executive Secretary	NIS Chairman memo dated 24 October. Sent to all contributing offices to review outlines and meet for a discussion of changes. Meetings to be scheduled.
b. Develop and publish General Survey in a separate section format to allow for more rapid maintenance	1 Oct	FY 70	Chief, ED	Proposal approved by NIS Committee 10 Jan 69. Four General Surveys have been selected for experimental printing in separate section format at 8x10 $\frac{1}{2}$ size. Separate and single volume dissem will be made along with questionnaire for user reaction.
c. Reexamination of the Summary Map format	15 Oct	FY 70	Chief, PD	Details resolved with Chief, Cartography Div., for experimental printing at smaller size and changing of format to fit 8x10 $\frac{1}{2}$ report size.
d. Develop a bibliography and index for General Survey sections	14 Nov	FY 70	Chief, ED	Chief, General Survey Branch, OBG, will develop prototypes for review.
3. SUPPORTING SECTIONS				
a. Produce Social Characteristics unit - as approved by USIB -	FY 69	FY 70	Chief, ED	Two pilot units have been produced by Census. FY 70 schedule is for nine units and FY 71 will be increased to 10.

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<u>Category/Product</u>	<u>Starting Date</u>	<u>Target Date for Completion</u>	<u>Action Responsibility</u>	<u>Status</u>
b. Combine Section 57 (Subversion and Insurgency) into annex of General Survey in order to minimize duplication and achieve overall reduction in production workloads	29 Oct	FY 70	Chief, ED	Proposed plan discussed at NIS Committee meeting on 29 October. Memo from Chairman to all members will be sent out in November to DoD NIS Users.
c. Consolidation of the Oceanographic Sections 2 and 3. (Elimination of Section 3). Restructure to include subjects of general interest (i.e. Pollution, Resources, etc.)	25 June	FY 70	Navy-NIS Committee Member	Meeting held 25 June 1969 to discuss the feasibility of the plan with the Navy Oceanographic producers. Estimated 30% savings in effort will result from this consolidation and application of scribing techniques to graphics preparation. FOIAb3d
d. Exclude Coasts and Landing Beaches (Section 22) from NIS Program	29 May	FY 70	DIA-NIS Committee Member FOIAb3d	Meeting 29 May with [REDACTED] initiated a DIA survey to study CIA recommendation that this coverage be produced as a departmental publication.
e. Ports and Naval Facilities (Section 35) - study the possibility of producing individual Port Studies in a loose-leaf format and single sheet printing	29 Oct	FY 70	Chief, PD Chief, ED	Suggestion by DIA, NIS Committee Member, at 29 October meeting. Plan will be studied to establish feasibility of this proposal and to eliminate duplicative printing by DIA on individual Port Plans. FOIAb3d
f. Exclude Merchant Marine (Section 36) from NIS Program	29 May	FY 70	DIA-NIS Committee Member FOIAb3d	Meeting 29 May with [REDACTED] initiated a DIA survey to study CIA recommendation that this coverage be produced as a departmental publication.

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<u>Category/Product</u>	<u>Starting Date</u>	<u>Target Date for Completion</u>	<u>Action Responsibility</u>	<u>Status</u>	FOIAb3d
g. Exclude Civil Air (Section 37) from NIS Program	29 May	FY 70	DIA-NIS Committee Member	Meeting 29 May with [REDACTED] initiated a DIA survey to study CIA recommendation that this coverage be produced as a departmental publication.	FOIAb3d
h. Exclude Upper Air Atlas from NIS Program Coverage	30 June	FY 70	Chief, ED Chief, PD	A prototype volume submitted by DIA and ESSA has been edited, processed, and sent to PSD for printing (5 November 1969).	
i. Modify the Transportation and Geography elements of NIS Program (i.e. Highways, Railroads Inland Waterways, and Topography) and restructure sections to avoid present overemphasis on military aspects	30 June	FY 70	Chief, ED and DIA Committee Member		
4. INFORMATION PROGRAM					
a) Develop a publicity campaign and system for notifying users of changes and status of NIS coverage	29 Oct	FY 70	Deputy Chief, PD - Chairman of SubComm on Information	Subcommittee appointed by Chairman at 29 October meeting. Letters sent out to State, DIA, OCI recommending specific individuals to serve as subcommittee members.	
b) Develop flyers to introduce new or changing NIS products					
5. USER FEEDBACK SURVEYS					
a) Develop methods for periodic reports on all NIS products					
b) Follow-up of reported nonuse of NIS as indicated in NIS User Survey					

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<u>Category/Product</u>	<u>Starting Date</u>	<u>Target Date for Completion</u>	<u>Action Responsibility</u>	<u>Status</u>
6. SECURITY (Classification/Control)				
a) Initiate a study of security restrictions involved in NIS use (domestic and overseas)				Reduce classifications on selected NIS Units and remove controls where possible in order to broaden use of the products.
b) Consider possible revision of statutory regulations affecting dissemination of NIS documents				
7. NIS PRODUCTION REPORTING				
a) Review NIS reports and system for reporting with a view to reducing duplication and improving efficiency				
8. ADP				
a) Continue efforts toward 100% EPIC system of printing NIS publications and consider MultiMedia methods (i.e. Microfilm, Microfiche, etc.)	1966	FY 70	Chief, PD	As of October 1969, 33% of all NIS was published in FY 69 under the EPIC system. Further experiments in automation are continuing with PSD and OCS on Weather and Climate statistics and Coast and Landing Beaches.
b) Further develop the automation of the FACTBOOK and study feasibility of an automated "text editing" system	17 June	FY 70-71	Chief, ED Chief, PD	Initiate follow-up feasibility study with OCS, etc. to support or disapprove the recommendations for automation, as submitted in NIS Survey Report to Executive/Comptroller, CIA.

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<u>Category/Product</u>	<u>Starting Date</u>	<u>Target Date for Completion</u>	<u>Action Responsibility</u>	<u>Status</u>
9. DISSEMINATION/STORAGE				
a) Review all aspects of NIS dissemination procedures in each user agency.				
b) Review domestic and overseas storage difficulties in CIA, State, and DoD installations				

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